



# 2002 ECONOMIC CENSUS REAL ESTATE SERVICES

FORM  
**RE-53101**

OMB No. 0607-0882: Approval Expires 07/31/2004

**DUE DATE**  
**FEBRUARY 12, 2003**

**Mail** your completed form to:  
**U.S. CENSUS BUREAU**  
**1201 East 10th Street**  
**Jeffersonville, IN 47134-0001**

RE-53101

**Please read** the accompanying information sheet(s) before answering the questions.

**Need help or have questions about filling out this form?**

**Visit** our Web site at [www.census.gov/econhelp](http://www.census.gov/econhelp)

**Call** 1-800-233-6136, between 8:00 a.m. and 8:00 p.m., Eastern time, Monday through Friday.

- OR -

**Write** to the address above. Include your 11-digit Census File Number (CFN) printed in the mailing address.

**INFORMATION COPY  
DO NOT USE TO REPORT**

(Please correct any errors in this mailing address.)

**YOUR RESPONSE IS REQUIRED BY LAW.** Title 13, United States Code, requires businesses and other organizations that receive this questionnaire to answer the questions and return the report to the U.S. Census Bureau. By the same law, **YOUR CENSUS REPORT IS CONFIDENTIAL.** It may be seen only by persons sworn to uphold the confidentiality of Census Bureau information and may be used only for statistical purposes. Further, copies retained in respondents' files are immune from legal process.

- Use blue or black ink.
- Do not use pencil.
- Place an "X" inside the box.
- Please center numbers in their respective boxes. Examples:
- Do not put slashes through 0 or 7.

<input checked="" type="checkbox"/>	0	1	2	3	4	5	6	7	8	9
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The reporting unit for this form is an establishment. An **establishment** is generally a single physical location where business is conducted or where services or industrial operations are performed. For further clarification, see information sheet(s).

**1 MONTHS IN OPERATION**

Number of months in operation during 2002 (If none, mark "X" and go to 29.) . . . . . 0002

Mark "X" if None		2002	
		Number of months	

**2 EMPLOYER IDENTIFICATION NUMBER**

Is the Employer Identification Number (EIN) shown in the mailing address the same as the one used for this establishment on its latest 2002 Internal Revenue Service Form 941, Employer's Quarterly Federal Tax Return?

0021  Yes      0022  No - Enter current EIN (9 digits) → 0025  -

**3 PHYSICAL LOCATION**

**A. Is this establishment's physical location the same as shown in the mailing address? (P.O. box and rural route addresses are not physical locations.)**

0031  Yes

0032  No - Enter physical location →

0035 Number and street		
0036 City, town, village, etc.	0037 State	0038 ZIP Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

**B. Is this establishment physically located inside the legal boundaries of the city, town, village, etc.?**

0041  Yes      0042  No      0043  No legal boundaries      0044  Do not know

**C. Type of municipality where this establishment is physically located**

0046  City, village, or borough      0047  Town or township      0048  Other or do not know



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**HOW TO REPORT DOLLAR FIGURES**

Dollar figures should be **rounded to thousands** of dollars.

If a figure is **\$1,025,628.79**:

If a value is "0" (or less than \$500.00):

**Report** →

**Report** →

Mark "X" if None



2002			
\$ Bil.	Mil.	Thou.	Dol.
	1	0 2 6	

**4 SALES, SHIPMENTS, RECEIPTS, OR REVENUE**

See information sheet(s) for general description. In addition, include revenue earned from:

- Commissions and fees for managing, listing, selling, or renting property owned by others - not gross rents or gross sale price.
- Commissions and fees received on behalf of, and paid to, sales agents and to other brokers.
- Commissions and fees received from other brokers (co-brokerage fees).
- Gross rents from properties owned by this establishment and leased to others.
- Reimbursements from property owners for miscellaneous expenditures.

Mark "X" if None

2002			
\$ Bil.	Mil.	Thou.	Dol.

Revenue . . . . . 0100

**5 E-COMMERCE SALES, SHIPMENTS, RECEIPTS, OR REVENUE**

**A.** Did this establishment have any e-commerce sales, receipts, and/or revenue in 2002? (E-commerce includes sales, commissions, rents, or fees collected from any transaction completed over an Internet, Extranet, Electronic Data Interchange (EDI) network, electronic mail, or other online system. Transactions are agreements between buyers and sellers to transfer ownership of, or rights to use, goods or services. Payment for these goods or services may or may not be made online. Please see the information sheet(s) for further clarification.)

0181  Yes - Go to line B

0182  No - Go to **6**

2002			
Estimates are acceptable			
\$ Bil.	Mil.	Thou.	Dol.

**B.** E-commerce sales, receipts, and/or revenue of this establishment (Include e-commerce sales, receipts, and/or revenue in **4**. Exclude sales taxes.) . . . . . 0185

**6 EMPLOYMENT AND PAYROLL**

**Include:**

- Full- and part-time employees working at this establishment whose payroll was reported on Internal Revenue Service Form 941, Employer's Quarterly Federal Tax Return, and filed under the Employer Identification Number (EIN) shown in the mailing address or corrected in **2**.

**Exclude:**

- Full- or part-time leased employees whose payroll was filed under an employee leasing company's EIN.
- Temporary staffing obtained from a staffing service.

For further clarification, see information sheet(s).

Mark "X" if None

2002	
Number	

**A.** Number of employees for pay period including March 12 . . . . . 0320

Mark "X" if None



2002		
\$ Mil.	Thou.	Dol.

**B.** Payroll before deductions (Exclude employer's cost for fringe benefits.)

1. Annual payroll . . . . . 0300

2. First quarter payroll (January-March, 2002). . . . . 0310



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If not shown, please enter your 11-digit Census File Number (CFN) from the mailing address.

**7** LEASED EMPLOYMENT AND PAYROLL

**A.** Did this establishment have any full- or part-time leased employees whose payroll was filed under an employee leasing company's EIN?

**Exclude:**

- Temporary staffing obtained from a staffing service.
- Contractors, subcontractors, or independent contractors.
- Purchased or managed services, such as janitorial, guard, or landscape services.
- Professional or technical services purchased from another firm, such as software consulting, computer programming, engineering, or accounting services.
- Employees already reported in **6**.

For further clarification, see information sheet(s).

0241  Yes - Go to line B

0242  No - Go to **13**

Mark "X" if None

2002		
Number		

**B.** Number of leased employees for pay period including March 12. . . . . 0370

**C.** Payroll for leased employees before deductions (Exclude employer's cost for fringe benefits.)

**1.** Annual payroll for leased employees . . . . . 0350

2002		
\$ Mil.	Thou.	Dol.

**2.** First quarter payroll for leased employees (January-March, 2002) . . . . . 0360

Mark "X" if None

2002		
\$ Mil.	Thou.	Dol.

**8-17** Not Applicable.

**18** KIND OF BUSINESS

Principal kind of business in 2002  
(Mark "X" only ONE box.)

**Real estate agents/brokers**

- 0700
- 531 210 10 10  Agent or broker - residential real estate
  - 531 210 90 17  Agent or broker - nonresidential real estate
  - 531 210 10 24  Time share sales or resales
  - 531 210 10 32  Resort/vacation property rental and leasing

**Real estate property management**

- 531 311 00 16  Property manager - residential real estate
- 531 312 00 15  Property manager - nonresidential real estate
- 531 311 00 24  Time share management
- 531 311 00 32  Resort/vacation property management
- 812 220 00 44  Cemetery manager
- 813 990 40 26  Condominium or cooperative owners' association

CONTINUE WITH **18** ON PAGE 4

**18** KIND OF BUSINESS - Continued

**Activities related to real estate**

- 0700 531 320 00 25  Appraiser - real estate
- 531 390 00 10  Listing service - real estate
- 531 390 00 28  Auction service - real estate
- 531 390 00 36  Escrow agent - real estate
- 531 390 00 44  Fiduciary agent - real estate
- 531 390 00 51  Real estate consultant
- 531 390 00 69  Real estate asset management
- 531 390 00 77  Real estate relocation services
- 541 191 00 10  Title abstract or settlement offices
- 541 191 00 28  Title search company
- 522 310 00 24  Mortgage broker
- 233 110 00 12  Subdividing and preparing land into lots for sale
- 777 530 00 10  Other real estate service - *Specify* ↴

0701

**Other business activities**

- 524 210 00 70  Insurance agent or broker
- 775 000 00 15  Other kind of business or activity - *Specify* ↴

0701

**19-21** Not Applicable.

<b>HOW TO REPORT PERCENTS</b>		2002				
		Estimates are acceptable. Report dollars OR percents.				
		\$ Bil.	Mil.	Thou.	Dol.	Percent
If figure is <b>38.76%</b> of total sales:		<b>Report whole percents</b>			3 9	

**22** DETAIL OF SALES, SHIPMENTS, RECEIPTS, OR REVENUE  
*(Report sources of revenue for this establishment, either as a dollar figure or as a whole percent of total revenue (reported in 4). See HOW TO REPORT DOLLAR FIGURES on page 2 and HOW TO REPORT PERCENTS above. Do not combine data for two or more lines.)*

- Line 1e** - Land is defined as improved or unimproved property not containing buildings.
- Line 2** - Report fees received from real estate agents working for this office, for services and/or use of facilities. For example: supplies, advertising, publicity, utilities, computer, telephone, facsimile, etc.
- Line 6** - Report income from dues and/or assessment fees paid by condominium owners and cooperative members to the owners association. A condominium management company should report its income from fees and commissions on **line 3**.

CONTINUE WITH **22** ON PAGE 5

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If not shown, please enter your 11-digit Census File Number (CFN) from the mailing address.

**22** DETAIL OF SALES, SHIPMENTS, RECEIPTS, OR REVENUE - Continued

**Line 16** - Gross rents should include all charges billed to tenants throughout the year. Include any costs billed (in accordance with the rental agreement) as additional charges to your tenants, such as building improvements, parking, repairs, utilities, etc.

**Line 18** - Report here all other sources of revenue. For example: swimming pool guest fees and party room rental.

Description of sales, shipments, receipts, or revenue	Census use	2002				
		Estimates are acceptable. Report dollars OR percents.				
		\$ Bil.	Mil.	Thou.	Dol.	Percent
0723	0720	0721				0722
<b>1.</b> Real estate brokerage fees and commissions for listing, sales, and rental (Report fees and commissions for land without buildings on line 1e.)						
<b>a.</b> Residential property sales	52101					
<b>b.</b> Residential property rental	52102					
<b>c.</b> Nonresidential property sales	52103					
<b>d.</b> Nonresidential property rental	52104					
<b>e.</b> Land sales and rental	52105					
<b>f. Sum lines 1a through 1e</b>	52100					
<b>2.</b> Fees charged to real estate agents for office use, advertising, publicity, etc.	52110					
<b>3.</b> Property management fees for managing:						
<b>a.</b> Residential properties	52201					
<b>b.</b> Nonresidential properties	52202					
<b>c. Sum lines 3a and 3b</b>	52200					
<b>4.</b> Reimbursements from property owners for miscellaneous expenditures, including payroll at managed properties (common paymaster), repairs arranged by property manager, etc. - Specify 						
	52220					
<b>5.</b> Real estate asset management fees	52210					
<b>6.</b> Condominium and cooperative owners' fees and assessments	52230					
<b>7.</b> Real estate consulting fees	52240					
<b>8.</b> Real estate escrow services	52250					
<b>9.</b> Real estate fiduciary fees	52260					
<b>10.</b> Real estate appraisal fees	52270					
<b>11.</b> Real estate listing service fees	52280					
<b>12.</b> Real estate auction fees and commissions	52290					

CONTINUE WITH **22** ON PAGE 6

CONTINUE ON PAGE 6

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**22** DETAIL OF SALES, SHIPMENTS, RECEIPTS, OR REVENUE - Continued

Description of sales, shipments, receipts, or revenue	Cen- sus use	2002				
		Estimates are acceptable. Report dollars OR percents.				
		\$ Bil.	Mil.	Thou.	Dol.	Percent
0723	0720	0721				0722
<b>13.</b> Real estate relocation fees . . . . .	52300					
<b>14.</b> Hotel operation, including rental of guestrooms and units to transients . . . . .	52400					
<b>15.</b> Revenue from construction, remodeling, and repair work done for others, excluding revenue from work done for other establishments of this firm . . . . .	52430					
<b>16.</b> Gross rents from real property owned by this establishment . . . . .	52000					
<b>17.</b> Insurance and annuity commissions						
<b>a.</b> Title insurance commissions . . . . .	52421					
<b>b.</b> Other insurance commissions . . . . .	52429					
<b>c. Sum lines 17a and 17b</b> . . . . .	52420					
<b>18.</b> Other revenue - <i>Specify</i> ↴  _____	59810					
<b>19. TOTAL</b> (Should equal <b>4</b> if reporting in dollars.) . . . . .	59990					1 0 0

**23-25** Not Applicable.

**26** SPECIAL INQUIRIES

LICENSED REAL ESTATE AGENTS  
(To be completed by real estate agents and brokers only.)

- 1.** Number of licensed real estate agents working for this establishment on March 12, 2002
- a.** Full time . . . . . 5300
  - b.** Part time . . . . . 5301
  - c. TOTAL** (Sum lines 1a and 1b) . . . . . 5302

2002	
Number	

- 2.** Commissions paid by this establishment to independent contractor agents/brokers, which were NOT reported on Internal Revenue Service form 941 and not included in **6**, part B . . . . . 5305
- 3.** Co-brokerage commissions and fees
- a.** Sales commissions, listing commissions, or fees paid by this establishment to co-brokerage companies . . . . . 5306
  - b.** Are these commissions and fees included as income?  
5311  Yes  
5312  No

2002		
\$ Mil.	Thou.	Dol.

**27-28** Not Applicable.

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**If not shown, please enter your 11-digit Census File Number (CFN) from the mailing address.**

**29 OPERATIONAL STATUS**

Activity that best describes this establishment's status at the end of 2002  
(Mark "X" only ONE box.)

0011 <input type="checkbox"/> In operation	0014 <input type="checkbox"/> Ceased operation - Give date at right →	0018	Month	Day	Year
0013 <input type="checkbox"/> Temporarily or seasonally inactive	0015 <input type="checkbox"/> Sold or leased to another operator - Give date at right AND enter new name and mailing address below ↴				

0060 Name of new owner or operator	0061 Employer Identification Number				
	Enter EIN of new owner (9 digits) →			-	
0062 Mailing address (number and street, P.O. Box, etc.)					
0063 City, town, village, etc.	0064 State	0065 ZIP Code			
				-	

Remarks (Please use this space for any explanations that may be essential in understanding your reported data.)

**30 CERTIFICATION - This report is substantially accurate and was prepared in accordance with the instructions.**

Is the time period covered by this report a calendar year?

0078 <input type="checkbox"/> Yes	0079 <input type="checkbox"/> No - Enter time period covered →	FROM	Month	Year	TO	Month	Year
		0070			0071		

0072 Name of person to contact regarding this report	0073 Title

Telephone	Area code	Number	Extension	Fax	Area code	Number
0074		-		0075		-

0076 Internet e-mail address	Date completed	Month	Day	Year
	0069			

**Thank you for completing your 2002 Economic Census form.**  
**PLEASE PHOTOCOPY THIS FORM FOR YOUR RECORDS AND RETURN THE ORIGINAL.**

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